**BISHOPSTONE PARISH COUNCIL 622**

**Minutes of the Parish Council meeting held at Bishopstone Village Hall**

**on Monday 13th May 2024 at 7.30pm**

**Those present:** Val Brodin (Chair), Gary Pass, Nigel Crisp, Karen Walker, Gill May, Julian Cooke, Jaine Blackman (clerk).

1. **Public Question Time** One member of the public attended to talk about parking issues of access and road erosion at Church Row, Hinton Parva, and asked if anything could be done. Councillors were sympathetic to the problem and the resident was encouraged to contact SBC for free pre-planning advice to see if a bank in front of the homes could have an access point. Another member of the public came to listen about planning application S/HOU/24/0408.
2. **Approved Apologies** Lucille McGrath, Ian Thomas, Steve Bell, Gary Sumner (ward councillor).
3. **Election of Chair** Cllr Crisp took the chair.Cllr Brodin was proposed by Cllr Crisp, seconded by Cllr Cooke and agreed unanimously.
4. **Election of Vice Chair** Cllr Thomas was proposed by Cllr Crisp, seconded by Cllr Cooke and agreed unanimously.

**Subcommittees** Special responsibilities to remain the same.

**Meeting dates** Dates agreed:**3rd June** Bishopstone, **1st July** Hinton Parva, **5th August** Bishopstone, **2nd Sept** Hinton Parva, **7th Oct** Bishopstone, **4th Nov** Hinton Parva, **2nd Dec** Bishopstone, **6th January** Hinton Parva, **3rd Feb** Bishopstone, **3rd March** Hinton Parva, **7th April** Bishopstone, **12th May** Hinton Parva

**ACTION:** Clerk to inform village hall bookings.

1. **Declarations of Interest** None.
2. **Minutes of Last Meeting 8th April 2024** Proposed by Cllr Crisp, seconded by Cllr Pass and agreed.
3. **Matters Arising** Still waiting for replies from tree officer re requested inspection of trees in The Dingle. Efforts to source a laptop for the clerk and open a savings account for the council are ongoing.
4. **Planning**

**S/HOU/24/0408** Erection of a single storey side extension and ancillary building.

At: 3 Russley Park Stables, Russley Park, Bishopstone. **ACTION:** Clerk to write to SBC with no objection but requesting a condition be imposed that it not be used other than as ancillary to the main building.

**PENDING DETERMINATION**

**S/24/0242** Erection of a garage, a replacement timber barn to be used as ancillary

accommodation to barn B, 2 no. single storey outbuildings and amendments

to car parking arrangements and landscaping at West Hinton Farm, Hinton Parva Lane, Hinton Parva.

**S/HOU/23/0764** Installation of solar panels at Old Post House, Nell Hill Bishopstone

**S/OUT/23/0456:** Outline planning permission for up to 275 dwellings (use class C3) revised documents at New Eastern Villages.

**S/24/0183** Demolition of existing chalet, erection of 1no. dwelling (Class C3), retention of garage and ancillary accommodation and associated works. - Variation of condition 2 from previous application S/23/1069 to amend drawing number showing new positioning of dwelling at The Chalet, Church Row, Hinton Parva.

**S/OUT/23/1514** Outline application for the erection of up to 80 dwellings and open space with all matters reserved other than means of access. Redlands Phase 2, Redlands Farm Wanborough Road

**S/HOU/23/1274** Erection of a single storey rear extension with balcony above, 2no dormer windows and external staircase at Newhaven, Church Walk Bishopstone**.**

**Redlands Eastern Villages** applications numbers S/RES/21/0584/EDSN; S/RES/21/0607/EDSN; S/RES/21/0498/EDSN; S/RES/21/0867/EDSN **Redlands Phase 2** S/OUT/22/1415; **Foxbridge** S/OUT/20/0160.

**APPEAL**

Inquiry regarding Swindon Borough Council for failure to give notice of its decision within the appropriate period on application Lotmead S/23/0438

1. **Report from Ward Cllr Gary Sumner**

Cllr Sumner has passed on information regarding the 20mph scheme to the Chair. He had no further updates. See 12 below.

1. **AGAR** RFO presented the AGAR forms which were approved by councillors, proposed by Cllr Crisp, seconded by Cllr Cooke, and signed by the Chair and RFO. Sincere thanks were given to parishioner Paul Bailey who performed the internal audit and the clerk for compiling the paperwork.

**ACTION:** Clerk to submit Certificate of Exemption to external auditor and commence the public rights period which will run from June 6th to July 17th. Cllr Crisp to make paperwork available for public inspection.

**ACTION:** Cllr Pass to put paperwork on website.

1. **Devolution of services** The clerk reported that there will be a delay in transferring services to April 2025.
2. **20mph consultation** SBC is running a public consultation between 17th May and 7th June. Parish Council will publicise the online link when it is available.
3. **Key Area updates**

**Finance** Nothing to report.

**Footpaths and Highways**

* Cllr Cooke reported a resident was concerned about a rickety bridge over a footpath. **ACTION:** Cllr Crisp to see who owns the land; Cllr Cooke to see what needs to be done.
* **ACTION:** Cllr Cooke to report potholes on Hatchett Hill to SBC.
* **ACTION:** Cllrs Cooke and Crisp to investigate renewing wood chippings from the back of Sunny Cottage to the watercress beds.
* **ACTION:** Cllr Cooke to liaise with resident over trimming an overgrown hedge.

**Pond & Island** Nothing to report.

**Hinton Parva Village Hall** The hall has re-opened.

**Bishopstone Village Hall** Nothing to report.

**Hinton Parva Charities** Nothing to report.

**Bishopstone United Charities** Nothing to report.

**Trees** Nothing to report.

**Planning** Nothing to report.

**Website/IT** **ACTION:** Cllr Pass to set up a link for clerk to attend next month’s meeting remotely.

**Policies** Nothing to report.

**School Liaison** Cllr McGrath is helping the fund-raising effort to refurbish the playground and asked for volunteers.

**Responsible Financial Officer** RFO reported that she had sent an invoice for works at the Wyncies for £1219.74 (if paid after 60 days £1280.73) to SBC. She has submitted a request for a return of £1,184.43 paid in VAT from HMRC and is working on opening a savings account for the council at Nationwide.

1. **GDPR** Chair reminded councillors not to share anyone’s personal data (identifying information) without the individual’s express consent and to destroy notes containing personal data once an issue has been resolved.
2. **Community Safety** Speed enforcement officer had caught someone travelling at 38mph by Hinton Parva Village Hall.
3. **Accounts to be paid:** see Appendix 1. It was proposed by Cllr Crisp seconded by Cllr Cooke and agreed to continue membership of WALC/NALC. It was agreed the grant to the PCC should be paid, along with the matching SBC grant when received.
4. **Parishioners Feedback/Complaints**. **ACTION:** Clerk to ask Cllr Thomas to request the lengthman cuts back the path from the Mission to City Corner. Cllr Walker had reported to SBC that excess gravel was causing issues at City Corner. **ACTION:** Cllr Cooke to clear the gravel.
5. The next meeting date is 3rd June, 2024 at Bishopstone Village Hall at 7.30pm. Any changes will be posted on noticeboards, website and Facebook.

The meeting closed at 8.50pm.

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| **Accounts to be paid**  **SUPPLIER**  Jaine Blackman Clerk’s salary - no need for ratification agreed by Council  Allbuild Lengthman’s invoice - no need for ratification agreed by Council  1&1 Internet host services - no need for ratification agreed by Council  Graveyard maintenance grant to PCC to match SBC contribution  Annual subscription: WALC (£188.64) NALC (£41.61) | APPENDIX 1 | **Amount**  £472.50  £500 (£416.67 plus £83.33 VAT @ 20%)  £4.80 (inc 80p VAT @ 20 %)  £1,305  £276.30 (£230.25 plus £46.05 VAT @ 20%) |